

TOWN OF CARLISLE

COMMON VICTUALLER'S LICENSE PROCEDURE

INSTRUCTIONS:

It will be necessary for the Applicant to comply with the following:

1. Applicant must file a Common Victualler's License Application with the appropriate fee (\$25.00).
2. Applicant must obtain approval from the Building Inspector and the Board of Health. (See attached form)
3. Applicant must submit a Building Floor Plan showing all seating, bar or lounge area (if applicable), entrances, exits, loading dock or receiving areas, and other relevant information.
4. Applicant must submit a site plan showing all available parking, driveways, lighting, and location of trash containers.
5. Applicant must submit a Menu or description of food to be served and the manner in which such food shall be served.
6. Applicant must submit a letter regarding any lease agreement (if applicable).

The applicant is required to be present at a meeting of the Board of Selectmen when they consider the application for approval.

The license is subject to revocation for cause.

APPLICATION FOR COMMON VICTUALLER'S LICENSE

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a Common Victualler's License, in accordance with the provisions of Chapter 140 of the General Laws.

Applicant's Full Legal Name: _____

Applicant's Legal Home Address: _____

Applicant's Mailing Address (*if different*): _____

Applicant's Home Telephone: _____ Fax No. _____

Applicant's E-Mail Address: _____

Full Legal Name of Business Concern: _____

Full Street Address of Business Concern: _____

Have you ever applied for or held a Common Victualler's license? YES ____ NO ____

If so, in what Town? _____

Did you receive a license? YES ____ NO ____ For what year? _____

Has any Common Victualler's license issued to you in Massachusetts or any other state ever been suspended or revoked? YES ____ NO ____ If yes, explain _____

The Applicant certifies that all state tax returns have been filed and all state and local taxes have been paid as required by law and further agrees to comply with the terms of the License and applicable law, and all rules and regulations promulgated thereto. The Applicant further certifies that the information contained in this application is true and accurate and also authorizes the Licensing Authority or its agents to conduct whatever investigation is necessary to verify the information contained in this application.

Signature of Applicant

Date

TOWN OF CARLISLE

COMMON VICTUALLER'S LICENSE PROCEDURE

REQUIRED APPROVALS FOR SUBMISSION

APPROVALS:

BUILDING INSPECTOR: Approved _____ Disapproved _____

Number of Seats _____

Remarks: _____

Signature Building Inspector

Date

BOARD OF HEALTH: Approved _____ Disapproved _____

Remarks: _____

Signature Health Agent

Date